On September 19, 1893, the Select and Common Councils accepted two rental offers that were made for rooms in the three-story wing of City Hall: (1) the offer of Alderman Samuel Sheldon Jones of $150 a year for the tower room on the second floor; (2) the offer of Messrs. George Van Keuren and W. F. Sadler, Jr., representing the club of business and professional men of Carbondale, of $360 a year for the three rooms on the third floor.

It has not yet been learned whether or not an official dedication ceremony took place to mark the completion of present-day City Hall. We do know, however, that by the fall of 1894, all of the city's officials were housed in their new offices in the completed building. The treasurer's office was in the tower room on the ground floor, the mayor's office and the office of the chief of police were on the ground floor in the two-story wing.

The original plan for the building called for locating the Common Council Chamber and the Select Council Chamber at the north end of the second story in the three-story wing; the Common Council in the front room and separated from the Select Council by roll partition doors, the dimensions of the double room being 17 X 33 feet. These rooms were apparently found to be inadequate for the city's legislators, for it was later decided that the old court room in the two-story wing (present-day Council Chambers) would be more appropriate for Council Chambers. Accordingly, a sliding partition was put through the center of the old court room, and the Common and Select Councils moved from their rooms in the three-story wing to their chambers in the two-story wing of Carbondale City Hall, on September 4, 1894. The legislators' chambers were furnished by Kinback Brothers of Carbondale, who also supplied other furnishings for the interior of City Hall. The cost of the furniture for Select and Common Council Chambers was $360.